WEST VIRGINIA LEGISLATURE
REGULAR SESSION, 1991

ENROLLED

SENATE BILL NO. 581

(By Senator Tomblin, et al)

PASSED March 8, 1991
In Effect 90 days from Passage
AN ACT to amend article two, chapter nine of the code of West Virginia, one thousand nine hundred thirty-one, as amended, by adding thereto a new section, designated section six-a, relating to requiring the commissioner of the division of human services to develop caseload standards; creating a caseload standards committee to make recommendations to the commissioner; allowing representatives of employee organizations to serve in an advisory role; allowing the caseload standards to be used as a basis of the department of health and human resources personal services budget request; and defining terms.

Be it enacted by the Legislature of West Virginia:

That article two, chapter nine of the code of West Virginia, one thousand nine hundred thirty-one, as amended, be amended by adding thereto a new section, designated section six-a, to read as follows:

ARTICLE 2. DIVISION OF HUMAN SERVICES AND OFFICE OF COMMISSIONER OF HUMAN SERVICES; POWERS, DUTIES AND RESPONSIBILITIES GENERALLY.

§9-2-6a. Commissioner to develop caseload standards; committee; definitions.

1 The commissioner shall develop caseload standards based on the actual duties of employees in each
program area of the department and may take into consideration existing professional caseload standards. Standards shall be reasonable and achievable.

A caseload standards committee shall be established and composed of two employees from each program area in each region. The members shall be elected by the employees from each program area from among all the employees in the program area. A subcommittee composed of the members from each program of services provided shall meet with the appropriate office director to develop caseload standards for each program. The committee shall meet at least twice yearly and shall report recommendations to the commissioner through the personnel advisory committee representative under existing procedures.

Representatives of an employee organization may serve in an advisory role.

The caseloads standards which are developed establishing minimum and maximum caseloads shall be advisory for the department in the hiring of staff and in individual caseload assignments, and may be used as a basis of the department of health and human resources personal services budget request to the governor and the Legislature.

As used in this section:

“Caseload standards” means a measurable numerical minimum and maximum workload which an employee can reasonably be expected to perform in a normal workday or workweek, based on the number, variety and complexity of cases handled or number of different job functions performed.

“Professional caseload standards” means standards established by national standard setting authorities, when they exist, or caseload standards used in other states which have similar job titles.
The Joint Committee on Enrolled Bills hereby certifies that the foregoing bill is correctly enrolled.

_Thomas Keck_
Chairman Senate Committee

_Ernest C. Moore_
Chairman House Committee

Originated in the Senate.

In effect ninety days from passage.

_J. R. Lamb_  
Clerk of the Senate

_Donald L. Hoff_  
Clerk of the House of Delegates

_W. B. Garant_  
President of the Senate

_V. A. Carr_  
Speaker House of Delegates

The within is approved, this the __________ day of __________, 1991.

_Yoston C. Viper_  
Governor